

Heronbridge Close RTM Company Ltd

Financial Statements for the year ended

31 December 2012

Company limited by guarantee No 05494732

Heronbridge Close RTM Company Ltd

FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2012

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HERONBRIDGE CLOSE RTM COMPANY LTD

REPORT OF THE DIRECTORS

YEAR ENDED 31ST DECEMBER 2012

The Directors submit their report together with the financial statements for the year ended 31st December 2012.

PRINCIPAL ACTIVITIES

Right To Manage Company

The principal activity of the company is to manage, maintain and administer land and buildings at Heronbridge Close, Westlea, Swindon. The company is a "Right To Manage" (RTM) company operating under the standard RTM terms of Memorandum and Articles of Association as determined by the Commonhold and Leasehold Reform Act 2002.

BUSINESS REVIEW

The Right to Manage was acquired on the following dates; numbers 1-6 and 19-24 Heronbridge Close from 1 February 2006 and numbers 7-12 from 25 December 2008.

The service charge for the year to 31 December 2012 was £495 per property (2011: £495) payable in ten monthly instalments of £49.50 (2011: £49.50) or £435 (2011: £435) if paid in full in advance if no arrears are brought forward.

During the year a large part of an undercloak on block 7-12 fell out onto the adjoining roof. Fortunately this section of roof was mid-terrace and therefore the debris did not fall to the pavement below. A surveyor's report was commissioned and as a result all the undercloaks for the three blocks were subsequently raked out and re-cemented. The car park chippings of block 7-12 were topped up and the grounds of the three RTM blocks continued to be maintained to a high standard by the gardening contractor. The condition of the three blocks has improved considerably since the Right To Manage was exercised.

The directors provided their services to the company and leaseholders on an unpaid basis during the year other than for the professional costs to prepare these statutory accounts for which a fee of £250 (2011 - £220) will be paid. During the year they donated to the company the fees they received of £240 (2011 £200) for administering lease assignments. With effect from January 2013 the directors will be paid an agreed managing fee.

AUDIT

The company has taken advantage of The Companies Act 2006 (Audit Exemptions) Section 477(2).

DIVIDENDS

The Articles of the company do not permit the payment of dividends.

RESERVES

The retained profit for the year taken to reserves was £3,387 (2011: £5,027). This has been retained to meet future maintenance costs in particular the expense of rebuilding the boundary walls.

HERONBRIDGE CLOSE RTM COMPANY LTD

REPORT OF THE DIRECTORS

YEAR ENDED 31ST DECEMBER 2012

COMMONHOLD AND LEASEHOLD REFORM ACT 2002

Sections 152 and 156 of the Commonhold and Leasehold Reform Act were expected to commence during 2009 but have yet to be enacted. Items that these sections are likely to require include:

That as all transactions currently shown in the company relate to service charges these cease to be shown in the accounts of the Company. This is because funds held by the Company are held in trust on behalf of tenants (leaseholders).

An Income and Expenditure Report and Balancing Statement be produced within six months of a year end.

Clear guidance has not yet been issued on the new format to be adopted. Therefore the directors have prepared these accounts on the same basis as previous years in order to maintain consistency. An Expenditure Report and Balancing Statement in a format expected to be agreed is shown on page 8.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 January 2012 to the date of this report.

Diana A Morris
John R Morris FCMA CGMA AIRPM

BY ORDER OF THE BOARD

Diana Morris

Diana A Morris
Director
11 January 2013

Registered Office:
15 Windsor Road
Swindon
SN3 1JP

HERONBRIDGE CLOSE RTM COMPANY LTD

Profit and Loss Account

For the year ended 31 December :-

		2012	2011
	Notes	£	£
TURNOVER	2	8,550	8,690
Administrative expenses	10	(5,175)	(3,722)
OPERATING PROFIT		3,375	4,968
Interest receivable and similar income	6	12	59
RETAINED PROFIT FOR THE FINANCIAL YEAR	7	3,387	5,027

HERONBRIDGE CLOSE RTM COMPANY LTD

Balance Sheet as at:-	Notes	31st December 2012		31st December 2011	
		£	£	£	£
CURRENT ASSETS					
Cash at Bank		24,707		16,401	
Debtors	3	194		377	
		24,901		16,778	
CREDITORS					
Amounts falling due within one year	4	(5,947)		(1,211)	
NET CURRENT ASSETS			18,954		15,567
TOTAL ASSETS LESS CURRENT LIABILITIES			18,954		15,567
RESERVES					
Profit and loss reserves	7		18,954		15,567
Leaseholders' Funds held in trust			18,954		15,567

- a. For the year ending 31 December 2012 the company was entitled to exemption under section 477(2) of the Companies Act 2006.
- b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- c. The directors acknowledge their responsibility for:
 - i. ensuring the company keeps accounting records which comply with Section 386; and
 - ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

Diana A Morris

Diana Morris

Director

The financial statements were approved by the board of directors on 11 January 2013.

HERONBRIDGE CLOSE RTM COMPANY LTD

Cash flow statement	Note	2012		2011	
		£	£	£	£
Net cash inflow from operating activities	8	8,294		2,395	
Returns on investments and servicing of finance					
Interest received	6	12		59	
Increase in cash		8,306		2,454	

HERONBRIDGE CLOSE RTM COMPANY LTD

NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2012

1 ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Company's financial statements.

(a) Basis of Preparation

The financial statements have been prepared in accordance with applicable accounting standards under the historical cost accounting convention.

2 TURNOVER

Turnover represents the amounts derived from the provision of services during the year, exclusive of value added tax.

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Service Charges	7,830	7,830
Instalment fees and late payment charges	480	660
Lease assignment and enquiry fees	240	200
	<u>8,550</u>	<u>8,690</u>

3 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Trade Debtors (outstanding Service Charges)*	120	307
Payments in advance (part of next year's insurance premium)	74	70
	<u>194</u>	<u>377</u>

* Flat 1 £120

4 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Accrued expenses (costs not yet paid)	2,692	1,082
Service Charges received from leaseholders in advance	3,255	129
	<u>5,947</u>	<u>1,211</u>

5 CONTROL

No one person controls the company.

6 INTEREST RECEIVABLE

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Bank Interest	12	59

HERONBRIDGE CLOSE RTM COMPANY LTD

NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2012

7 RESERVES

	Profit and loss reserve	£
As at 1st January 2012	15,567	
Profit for the year	3,387	
As at 31st December 2012	<u>18,954</u>	

8. - 9. NOTES TO THE CASH FLOW STATEMENT

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Operating profit	3,375	4,968
Decrease / (Increase) in debtors (note 3)	183	(215)
Increase / (Decrease) in operating creditors (note 4)	4,736	(2,358)
Net cash inflow from operating activities	<u>8,294</u>	<u>2,395</u>

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Balance brought forward	16,401	13,947
Net cash inflow	8,306	2,454
Balance at year-end	<u>24,707</u>	<u>16,401</u>

Notes 10 and 11 do not form part of the statutory accounts

10 Detailed Profit & Loss

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Total Income (note 2)	8,550	8,690
Site Maintenance - paving	0	(1,400)
Car park maintenance	(550)	-
Building maintenance	(1,936)	-
Gardening	(1,514)	(1,224)
Accountancy	(250)	(220)
Insurance	(864)	(823)
Postage, stationery and website	(47)	(41)
Companies House fee	<u>(14)</u>	<u>(14)</u>
	<u>(5,175)</u>	<u>(3,722)</u>
Operating profit	3,375	4,968
Add Interest received (note 6)	12	59
To General Reserves	<u>3,387</u>	<u>5,027</u>

HERONBRIDGE CLOSE RTM COMPANY LTD

NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2012

11 Income and Expenditure Account

- as may eventually be required by the Commonhold and Leasehold Reform Act 2002

Income:

Service Charges receivable from tenants

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Service Charges	7,830	7,830
Additional income	480	660
Total	8,310	8,490
Interest (net of tax)	12	59
Other Income: - lease transfer fees	240	200
Total Income	8,562	8,749

Expenditure:

Repairs and Maintenance

Grounds Maintenance

Gardening - all areas	1,514	1,224
Site Maintenance - paving	0	1,400
Site Maintenance - fencing renewal	0	0
	1,514	2,624

Professional Fees

Accountancy fees	250	220
	250	220
	864	823

Insurance

General Expenses

Postage stationery and website	47	41
Companies House Fees	14	14
	61	55

Total Expenditure

Surplus at end of accounting period	3,387	5,027
	3,387	5,027

Balancing Statement

Assets

	<u>31.12.12</u>	<u>31.12.11</u>
	£	£
Sums paid in this period but relating to a subsequent period	74	70
Service Charges due from leaseholders	120	307
Cash at bank	24,707	16,401
	24,901	16,778

Liabilities

Service Charges received from leaseholders in advance	(3,255)	(129)
Costs relating to this or previous period but not yet paid	(2,692)	(1,082)
Current Liabilities	(5,947)	(1,211)

Net Assets

Reserve Fund	18,954	15,567
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